

Tinmouth School Board  
Official Minutes  
April 7, 2008

Present were Helen Mango, Chair; Board Member Anne Robbins. Also present were Susan McKelvie, Principal; Cheryl Chedester, RSWSU Superintendent; Gail Fallar, Town Treasurer; Ann Czar; Jonathan Czar, Secretary.

Helen called the meeting to order at 7:05 p.m.

**MINUTES**

The minutes for March 20<sup>th</sup> were reviewed. Helen moved to approve the minutes as amended. Anne seconded, Motion carried. Helen requested to suspend the order of the meeting to hear Ann Czar (see "New Business" section).

**CONSENT AGENDA**

***Superintendent's report:***

Cheryl provided a verbal report. The SU is working on contracts and has sent out drafts. Jan has been looking through old files for sick bank information and has sent it to Shirley. Cheryl took a moment to commend Susan for her work as Principal. The Sheriff's Department is partnering with Public Safety via a \$5000 grant to focus on law enforcement and education of drug abuse.

***Principal's Report:***

**a. Water Treatment Plan update**

With voter approval having passed, Otter Creek Engineering will provide an official design and price for the Water Treatment Plan. The State's responses to questions about location have been ambiguous. As a result, the school has decided to locate it at the Firehouse. The project should start by July or August. Compared with other schools, TES is ahead of schedule. Helen moved to grant Susan authority to sign any necessary documents relating to construction of the standby disinfection system. Anne seconded, all approved. Motion carried.

**b. Server Replacement**

Vinnie Covino, the RSWSU Network Administrator, contacted Susan about replacing the school's server because it's beginning to show signs of age. He has priced a new server for \$2100 and needs to schedule the replacement time for summer if the school wishes to go forward with it. Susan requested shifting software funds toward the general technology fund to help pay for it. Jonathan agreed to speak with Vinnie to verify what problems existed with the current server. Helen would like to discuss this more at the next meeting after more information is obtained. Susan would like to tell Vinnie to tentatively schedule it so that adequate time is reserved for the installation.

**c. Defibrillator and CPR Training**

The Defibrillator is here and will be installed in a cabinet. It will be used for

upcoming CPR training.

**d. Curriculum and Instruction**

As part of the Technology Curriculum, each class will have its own web page. Stuart Gerrol will give a preview of Living History on PPP night this Thursday.

**e. Events and Programs**

The 5/6 grade will leave on their class trip to Montreal Tuesday, May 27<sup>th</sup> and return on Thursday the 29<sup>th</sup>.

Susan is meeting with Joe LaRosa and VAC on April 28<sup>th</sup>. She has received a few surveys regarding the after school program which have been helpful.

**f. Sick Bank**

Shirley Zandy provided a packet of information regarding sick bank data. She has determined that only teachers enrolling in the sick bank are able to draw from it. She has some questions for the board that will be put on the next meeting's agenda.

**BILLS AND ORDERS**

Gail presented the following warrants for the board to sign.

<i>Payroll Warrants</i>		
<b>Warrant #</b>	<b>Date</b>	<b>Amount</b>
<b>18</b>	03/24/08	\$10,700.52
<i>AP Warrants</i>		
<b>Warrant #</b>	<b>Date</b>	<b>Amount</b>
<b>15</b>	03/20/08	\$18,999.52
<b>16</b>	03/31/08	\$8,038.22
<b>17</b>	04/07/08	\$3,996.00

Gail also provided the financial statement for the board to review.

**OLD BUSINESS**

**a. Master Contract**

Helen will send an updated electronic version of the Draft Master Contract for teaching staff to the central office once it has been approved by the teachers confirming what was negotiated. It will then go to the central office for final vetting.

**b. Efficiency Projects**

Helen received a phone call from Ray Pratt of the Tinmouth Energy Committee informing her they have money for efficiency projects and wanted to know if the school needed some basic work done (weather stripping, etc.).

**c. Appreciation for Community Members**

The board extended appreciation to Holly Noble for serving on the Superintendent Screening Committee and to Alan Held for hosting two groups of students to see his mineral collection. He has also given one of his collections to the Town Office.

**d. Tinmouth Students at MRU**

Susan received a packet from Don Markey's office with the information that Anne had requested regarding overall GPA and participation in activities by Tinmouth students. Helen spoke with Ken Fredette, chair of the RSSU School Board, and will go to their meeting to present the idea of TES switching SU's. There may be issues regarding joining the RSSU and not designating MRU as Tinmouth's high school.

**NEW BUSINESS**

**a. Lunch Program**

Ann Czar, the Lunch Agent for TES, requested a change to how billing is done for the school lunch program. Parents are currently billed monthly. Collecting has been problematic with some months missing as much as \$500 in unpaid funds. Ann proposed that families prepay for lunches and milks with a punch card system. A card system already exists for tracking lunch and milk consumption. By law, the school is required to provide food for any student who does not have a lunch. Students who have not paid for hot lunch would still receive a lunch but with limited food choices. Ann will submit a written plan for milk and lunch cards and present it to the school board.

**b. Curriculum questions**

A parent asked for information about a writing curriculum at Tinmouth. Cheryl mentioned the state and SU are focusing on writing as a priority and are working on a standard. She will be talking with Michelle Folger who is the Curriculum Coordinator for the RSWSU.

**EXECUTIVE SESSION**

Helen moved to go into Executive Session at 9:12 p.m. for a discussion of contract and personnel issues. Anne seconded, all approved. Motion Carried.

Respectfully Submitted,  
Jonathan Czar

**CONTINUATION MINUTES**

Motion to come out of executive session at 9:25 p.m. made by Helen, seconded by Anne. Motion carried.

No action taken.

Motion to adjourn at 9:28 p.m. made by Anne, seconded by Helen. Motion carried.

Respectfully submitted,  
Helen Mango